

RESTRICTED

14 September 1953

PERSONNEL DIRECTOR MEMORANDUM NO. 26-53 (Revision 1)

SUBJECT : Establishment of a Uniform 12-Month Trial Period

REFERENCE: Regulation [REDACTED] Appointments, dated 2 April 1953

STATINTL

1. Referenced regulation established a uniform 12-month trial period for all new employees of the Agency regardless of whether the individual has prior Federal service. Since 20 April 1953, the Processing and Records Division has noted this requirement under the "Remarks" section of Standard Form 50, or Standard Form 52 as appropriate, Notification of Personnel Action, for each new employee.\*\*

2. The imposition of this administrative requirement will not affect the eligibility for appeal under section 14 of the Veteran Preference Act of an employee eligible for veteran preference who has already completed a trial or probationary period.

3. Whenever an individual is appointed as a civilian to a position comparable to one he has recently held in the Agency in a military capacity, consideration shall be given to the time spent in the military capacity against the one year trial period required of new employees. The Processing and Records Division shall review all such cases since the inception of the 12-month trial period procedure and correct personnel actions as appropriate.\*\*

STATINTL

*Revised  
6 PM 5-130-2*

[REDACTED]  
GEORGE E. MELOON  
Personnel Director

\*\* Changes to original directive

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